



COD Processing Update

June 1, 2012

NEWS/UPDATES

- **SAIG UPGRADE – Deadline Extended to June 24, 2012 for Required Upgrade to EDconnect 8.1 or TDClient 3.2 (06/01/12)**

As explained to the community over the last several months, Federal Student Aid is in the process of implementing an upgrade to all components of the Student Aid Internet Gateway (SAIG). New versions of EDconnect and TDClient were posted to the [Federal Student Aid Download \(FSAdownload\) Web site](#) in early March 2012, and the original deadline to upgrade to EDconnect 8.1 or TDClient 3.2 was May 27, 2012.

Federal Student Aid has extended the deadline by which these upgraded software products must be used by all TDClient and EDconnect users to **June 24, 2012**. After this date, users will no longer be able to connect to their SAIG Mailbox(es) using the previous versions of the software. This means users will not be able to retrieve ISIRs, complete COD batch processing, or receive NSLDS reports, among other important electronic activities.

For more information about the deadline, refer to the Electronic Announcement posted at <http://www.ifap.ed.gov/eannouncements/060112DeadlineExtendedSAIGUpgradeEDconnect8pt1.html>.

- **TEACH Grant Closeout Information for 2011-2012 Award Year (05/31/12)**

The Teacher Education Assistance for College and Higher Education (TEACH) Grant closeout deadline for the 2011-2012 Award Year is **Friday, September 28, 2012**. This is the last processing day of the award year, so all school data must be received and accepted by this date, and any necessary funds must be requested in G5, in order for this information to be included in a school's final Ending Cash Balance for the year. To be considered successfully closed out, the school must—

- Have an Ending Cash Balance (Net Drawdowns – Total Net Booked Disbursements) of \$0 and Total Net Unbooked Disbursements of \$0, as reflected on the TEACH Grant School Account Statement (SAS).

For initial operational guidance about what closeout means and the tools a school can use to complete it, refer to the [May 31, 2012 Electronic Announcement](#) posted on the IFAP Web site.

- **Interest Rebate Percentage Report for Schools Posted on COD Web Site (05/14/12)**

On May 12, 2012, Federal Student Aid began producing an Interest Rebate Percentage Report to identify Direct PLUS Loan awards that have an award amount greater than \$0.00 and an **incorrect** interest rebate percentage based on the earliest disbursement date. The report lists Direct PLUS Loan awards with—

- An earliest disbursement date before July 1, 2012, and an interest rebate percentage of 0.0%
- An earliest disbursement date on or after July 1, 2012 and an interest rebate percentage of 1.5%

Schools can use the report to identify the Direct PLUS Loan awards that must be corrected.

The first Interest Rebate Percentage Report was generated on May 12, 2012 and will continue to be generated weekly on Saturdays from May 19, 2012 through November 3, 2012. **Note:** The report will be discontinued in November because the COD System will be modified in October 2012 to systematically return a reject edit for Direct PLUS Loan awards with an incorrect interest rebate percentage. The report will have minimal data elements, but



will include student SSN, award ID, award year, award amount, earliest disbursement date, and interest rebate percent.

The Web-only report is in comma-delimited (CSV) format and available in a school's Direct Loan Reporting Newsbox on the COD Web site. It will not be sent to a school's SAIG mailbox. Using the CSV file, a school can import the data into a spreadsheet or other software tool to sort the data in whatever manner is most useful to the school.

If you have additional questions about the report, contact the COD School Relations Center.

CURRENT ISSUES

DIRECT LOANS

Record Length and Position Issue in the Direct Loan MPN Due to Expire Report (04/26/12)

In early April, Federal Student Aid identified an issue with the character limit for the Last Name field in the monthly Fixed-Length format of the Direct Loan MPNs Due to Expire Report (MPNEXPOP). The character limit for the data field is 16, and a last name longer than 16 characters should be truncated once the limit is reached. The truncation is not occurring as it should for last names longer than 16 characters. Instead, the additional characters are being allowed and then impacting the accuracy of the remaining data field positions in the record.

Federal Student Aid plans to implement a fix for this issue in July 2012. A school that encounters the issue may workaround it by removing the additional characters in the Last Name field and re-importing the file into its system. The school may also opt to receive the report in the Comma-Delimited or Pipe-Delimited format as opposed to the Fixed-Length format.

Federal Student Aid apologizes for the inconvenience this issue may cause schools. If you have any questions, contact the COD School Relations Center.

GRANTS

There are no Grant specific issues to report at this time.

REMINDERS

COD Computer-Based Training (06/01/12)

Federal Student Aid takes this opportunity to remind the community of the availability of the COD Computer-Based Training (CBT).

The COD CBT consists of component simulations and CBTs. The electronic files associated with each component, as well as information about downloading and navigating the COD CBT, are available on the Information for Financial Aid Professionals (IFAP) Web site. Under the "Tools for Schools" section on the home page, click on [COD Computer-Based Training](#).

Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (06/01/12)

When submitting student or borrower addresses or address changes to the Common Origination and Disbursement (COD) System, it is important that the correct tags are used, particularly when the student or borrower address is located in a U.S. Territory or Foreign Country. If these addresses are not submitted correctly, important correspondence from the COD System and the federal loan servicers is delayed or not received.

- When a student or borrower address is located in a U.S. Territory it is considered a domestic address. Do not submit a Country Code.
- When a student or borrower address is located in a Foreign Country, it is treated as a foreign address.

See below for the correct procedures for submitting U.S. Territories and Foreign Country addresses via the Common Record batch submission or COD Web site.



Submitting Addresses for U.S. Territories and Foreign Countries via the Common Record

When creating or updating a person record via the Common Record batch submission, a school should send the address block with the following tags:

Schema Version	Included Tags for Domestic Address, including U.S. Territories	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses
3.0c or 3.0d	<AddressLine> <City> <StateProvinceCode> <PostalCode>	<StateProvince> <CountryCode>	<AddressLine> <City> <StateProvince> (Optional) <PostalCode> (Optional) <CountryCode>

Submitting Addresses for U.S. Territories and Foreign Countries via the COD Web site

When creating or updating a person record on the COD Web site, a school should select the U.S. Territory from the dropdown box in the State/Province field. A school should select the Country field as "Blank".

A complete list of State Codes (including U.S. Territories), Jurisdictions, and Country Codes are provided in Volume VI, Section 4 of the [2010-2011 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.